

§ 34.05 PERSONNEL BOARD.

(A) Creation; membership. There is hereby created a Personnel Board to consist of five members, who shall serve without compensation, who are known to be in sympathy with the merit system principles, and who shall be appointed by the Mayor with the approval of the Council. The members of the Personnel Board, heretofore created by the provisions of Section 3 of Ordinance No. 2832, shall continue to serve as members of the Board until their successors are appointed and qualified. Except as otherwise provided in this subchapter, the Board shall be organized and governed as to procedure in accordance with the provisions of §§ 33.001 through 33.013 of this title. (*'63 Code, § 2-5.105*)

(B) Council liaison representative. The Council shall appoint one of its members to act as a liaison representative to the Personnel Board. Such liaison representative shall attend the meetings of the Personnel Board, advise the Council of the background, attitudes, and reasoning behind decisions and recommendations of the Personnel Board, and, on the request of any member of the Personnel Board, advise the Personnel Board of the policies, procedures, and decisions of the Council which may bear on matters under discussion by the Personnel Board. The Council liaison representative shall be without power to vote. (*'63 Code, § 2-5.106*)

(C) Meetings. The Personnel Board shall meet upon notification of pending appeals or personnel administration matters, or upon call by the Chairperson or three members of the Board. (*'63 Code, § 2-5.107*)

(D) Powers and duties. The powers and duties of the Personnel Board shall be as follows:

(1) As provided by this subchapter and by the personnel rules and regulations, to hear appeals submitted by any person in the competitive service relative to conditions of employment, disciplinary actions, dismissals, demotions, suspensions, or alleged violations of the provisions of this subchapter or the personnel rules and regulations, and to certify its findings as provided in this subchapter;

(2) Except in matters of employee appeals in regard to those matters set forth in division (D)(1) of this section, the authority of the Personnel Board shall be advisory only and not controlling as to any other phase of the personnel operations of the city;

(3) In any investigation or hearing conducted by the Personnel Board, to have the power to examine witnesses under oath and to compel their attendance or the

production of evidence by subpoenas issued in the name of the city and attested by the City Clerk. It shall be the duty of the Chief of Police to cause all such subpoenas to be served, and the refusal of a person to attend or to testify in answer to such a subpoena shall subject the person to prosecution in the same manner set forth by law for failure to appear before the Council in response to a subpoena issued by the Council. Each member of the Board shall have the power to administer oaths to witnesses; and

(4) When requested by the Council or the City Manager, to hold hearings and make recommendations on any matters of personnel administration or policy within the limits of a request of the Council or the City Manager.
(*'63 Code, § 2-5.108*) (*Ord. 203-C.S., passed 4-6-73; Am. Ord. 609-C.S., passed 9-3-96*)